

Placid Lakes Home and Property Owner Association, Inc.
Registration for the Use of Town Hall or August Tobler Memorial Park

- I. Town Hall and August Tobler Memorial Park facilities may be used only by Placid Lakes Community property owners. Proof of property ownership can be one of the following: a current property tax bill, a closing statement or a deed of property ownership. In addition, you may need to provide a photo ID.
- II. The property owner must complete this registration form and will be the person of record assuming all responsibility for maintaining the facility and adhering to all Town Hall and Tobler Memorial Park rules. **The registered property owner must be in attendance during the entire use of the facility.**
- III. **Placid Lake Property owners** seeking to use Town Hall will be allowed to complete the registration form and will be scheduled for the use of Town Hall on the date requested, if available.
 - A. The user must come back to receive a security key panel code number and pick up the door key in three days or less before their scheduled use of Town Hall. Arrangements can be made at the time of registration to pick up the security key panel code number and door key, if desired but not before the 3 days prior to usage. users of Town Hall must pay a \$25.00 dollar deposit. Following the payment of the deposit, the user will receive one of the above security panel code numbers and a door key three (3) days or less before the use date.
 - B. The registered user must return the door key within three (3) days or less after the use of Town Hall.
 - C. To receive the \$25.00 deposit back the user must return the door key and Town Hall must be cleaned properly. If reserving the park, it must be left clean to receive deposit back.

IV. General Rules & Check List for Use of Town Hall and Tobler Memorial Park

- A. No alcoholic beverages are allowed in Town Hall and Tobler Memorial Park.
- B. **The gate key must not be taped to the gate entry slot.** This will damage the gate entrance. If done the property owner will be liable for the cost of repair.
- C. All cooking must be done in the contained grills. Absolutely NO OPEN FIRES.
- E. the picnic tables in the park and or Town Hall are not to be used for utility tables, for barbecue grills or any other cooking or cutting equipment.
- F. All tables and chairs must be cleaned and placed in the areas and stacked as they were in each facility.
- G. Check rest rooms to be sure toilets are flushed, seats are clean and no water is leaking in the facility. Use the cleaning materials in the facility. Sweep the floors in Town Hall before leaving.
- H. Be sure that all electrical switches are in the off position and everything has been shut down.
- I. Do not leave Town Hall with a low setting (below 78 degrees) on the Air Conditioner control panel.
- J. Close all windows and doors and lock them in Town Hall before leaving.
- K. Provide trash bags for garbage and empty all trash containers. Take all trash with you.
- L. Town Hall usage may begin at 10:00 am and must end at 9:30 pm and be vacated by 10:00 pm.
- M. No tape, nails, or tacks are to be used on walls for decorating or any other purpose.

PROPERTY OWNER SIGNATURE AND ACCEPTANCE OF THE ABOVE RULES

I _____, agree to use _____ Town Hall or

Tobler Memorial Park , Pavilion #1 _____ Pavilion #2 _____ , on the date of _____
Start Time _____ End Time _____
for the purpose of _____.

I understand that I am responsible for the use of the facility and for my guest's behavior concerning all of the rules. If I do not leave the facility clean and violate any of the rules, I will be billed for the expense of cleaning and/or repair.

I acknowledge that I have read and received a copy and I agree to the rules stated above.

Signed _____ **Date** _____

Home Address _____ **Phone** _____

Gate Key Card # _____ **Received By** _____

Town Hall Office Open: Monday through Friday 10:00 AM to 1:00 PM
Revised June 27, 2011